

## **RFP# 1996 Responses to Questions; CPS Kinship Navigator**

- 1. Given the uncertainty of how much social distancing will be necessary in different parts of the state this summer, does the state intend that focus groups be held in person at different locations in the state? Will it be acceptable to hold focus groups through videoconferencing, given the short time frame of the project?**

Creativity is key in gathering feedback from across the state. Videoconferencing is an acceptable platform. Consider public meetings where social distancing is followed such as outdoors or in a space with chairs spread apart. Offeror will assure feedback is received from all regions of the state, metro, rural, and reservation.

- 2. If focus groups are held through videoconferencing, does the state have an expectation that groups still be segregated by region of the state, or by metro/rural/reservation locations?**

The expectation is information will be gathered from stakeholders from across the state and each area is represented. While outlining methods of eliciting feedback, recognize not all families have access to internet in the home or through reliable mobile technology and incorporate plans to reach those stakeholders as well.

- 3. Beyond ensuring that focus groups address all regions of the state and cover metro, rural and reservation areas, does the state have an expectation of the number of focus groups to be held?**

CPS is not specific regarding the number of focus groups to be held but coverage throughout the state is expected and creative methods to obtain feedback is encouraged.

- 4. Will the state provide the contractor with any contact information for kinship families that are connected to state services outside of CPS, such as SNAP, childcare assistance or rent assistance? If the state cannot provide contact information, would the state collaborate with the contractor to communicate with these families to recruit them for focus groups?**

The offeror will advertise and use methods to share information regarding the platforms of eliciting feedback with different groups. The entities referenced above may be able to pass along a notice or correspondence from the offeror and CPS will assist with this element as feasible. CPS will not be able to share any contact information of kinship providers utilizing state programs.

- 5. Regarding 3.6. Within the scope of this RFP, does DSS want a framework and cost estimate to complete the kinship navigator program development to be included in the report so you can bid this out at a later time? Or do you want the contractors to actually bid for this scope of work (3.6) in this proposal?**

At this time the information sought is relative to current practices aligned with the scope of work outlined in Kinship Navigator RFP #1996.

- 6. Does DSS intend for this contract to build into further programming?**

Information gleaned from the assessment of current practices as aligned with scope of work sought in Kinship Navigator RFP #1996 will help drive next steps. An application has been submitted for further grant dollars related to Kinship Navigator enhancements from the Administration on Children & Families but these funds have not yet been awarded to states.

- 7. In the request for proposal Length of Contract section 1.12 the sentence “The grantee must liquidate all obligations incurred under this award no later than 90 days after the end of the funding period.” Does this mean all expenses incurred must be in by this point or are the 90 days the period of time the grantee has to submit results of the Kinship Navigator Program findings to DSS?**

The findings of the assessment outlined in RFP # 1996 and an invoice will be due to CPS no later than October 15<sup>th</sup>, 2020, 15 days after September 30<sup>th</sup>, 2020.

- 8. How many staff does DSS propose it would take for a state wide project of this magnitude?**

The offeror will determine numbers of staff to accomplish activities outlined in the RFP.